



Minutes HISTORY MUSEUM AND LIBRARY ADVISORY BOARD Wednesday, March 4, 2015

Minutes of the HISTORY MUSEUM AND LIBRARY ADVISORY BOARD recorded at 5:30 p.m. on Wednesday, March 4, 2015, within the Tempe History Museum Board Room, 809 E. Southern Ave, Tempe, AZ.

(MEMBERS) Present:

Jennifer Wagner (Chair)
Ann Lynn DiDomenico
David Huizingh
Virginia (Ginny) Sylvester (Vice-Chair)
John Linda
Johnny Tse (*arrived at 5:48 pm*)
Mary O'Grady (*arrived at 5:43 pm*)
Nicolle (Nikki) Gusz

(MEMBERS) Not Present:

James (Jim) Schoenwetter

City Staff Present:

Barbara Roberts, Deputy Community Services Director, Library & Cultural Services Division
Tracy Gray, Library Manager, Library and Cultural Services Division
Brenda Abney, Museum Manager, Library and Cultural Services Division
Carlos E. Bejarano Jr., Library Specialist, Library
Melinda Gonzales, Administrative Assistant, History Museum

General Public Present:

Anne Chandler, Liaison for the Tempe Historical Society
Larry Conway, Friends of the Tempe Public Library

Agenda Item 1 - Call to Order

- Jennifer Wagner called the meeting to order at 5:32 p.m.

Agenda Item 2 - Call to the Audience

- None

Agenda Item 3 - Approval of the February 4, 2015 History Museum and Library Advisory Board Meeting Minutes Document - ACTION

- Postponed and rescheduled to the April 2015 meeting.

Agenda Item 4 – Friends of the Tempe Public Library Report:

- Larry Conway reported to the Board:
 - The Java with Joel Navarro open house will take place on March 28 in Connections Cafe.
 - The Friends Bookstore is now using iPads for transactions.
 - The Friends of the Tempe Public Library have started contributing overflow books to the Veterans' Administration (VA) in Phoenix.
 - The Friends of the Tempe Public Library were approached to work with the Osher Lifelong Learning Institute and Virginia G. Piper Trust on the 2015 White House Conference on Aging on March 31st.
 - The Friends of the Tempe Public Library participated in the Veterans' History Project grand opening of the East Valley Veterans' Education Center on February 28.

Agenda Item 5 – Tempe Historical Society Report:

- Anne Chandler reported to the Board:
 - The Tempe Historical Society approved an expenditure of \$5220.00 for website development.
 - Dr. Robert Kravetz will be the Lunch Talk speaker on March 11.
 - The Tempe Historical Society annual breakfast will take place on May 2.
 - The Tempe Historical Society Board is working on membership categories.

Agenda Item 6 – Staff Reports:

- Division Report – Barbara Roberts reported to the Board:
 - An overview of the Library Strategic Planning group's second meeting. A handout was provided.
 - There will be one more meeting for the Library Strategic Planning group on April 2. Only library staff will meet with the facilitator.
 - Barbara Roberts asked the Board members who attended the Library Strategic Planning meeting to share their experiences.
- Library Report – Tracy Gray reported to the Board:
 - This was Tracy Gray's last Board meeting; she has resigned and will be moving.
 - The Healthy Living Festival will be held at the Library on Saturday, March 21.
 - Author J.A. Jance will be at the Library on Wednesday, March 11.
 - The Library's Writing Contest, held in partnership with Arizona State University, ended. There were 190 submissions. The winners will be announced at an event in the Connections Café, and will have their work published.
- Museum Report – Brenda Abney reported to the Board:
 - An overview of the Museum's collections database The Museum System (TMS) and the e-Museum. A written report was provided.
 - The upgrade of the internal portion of the TMS collections records is complete.

- 40 thousand records have been uploaded to the e-Museum's computer system.
- The current total of records in the TMS database is 66,851 records.
- Summer youth programming will continue the Tempe Sound theme and continue to be on Wednesdays but add the last Saturday of the month.
- Loud IV concert will take place at the Tempe History Museum on Saturday, March 14.
- Close to 200 people attended the Tetra String Quartet concert on February 27.
- There were a total of 26 programs and meetings in the Museum's Community Room in February.
- The Elvis the Cat Loves You exhibit opens Thursday, March 12.

Agenda Item 7 – Recommended Museum Acquisitions - ACTION

- Brenda Abney reported to the Board:
 - The Policy, Procedures and Accessions committee reviews items offered to the Museum collection. Items are taken in provisionally and reviewed by the committee. Committee recommendations are brought to the Board for final approval. A written report was provided.
 - Currently, there are 44 provisional deposits on hand. The provisional deposits will be presented to the Board in small batches.
 - Jennifer Wagner read the current list of provisional deposits, acquisitions, and loans for the month of February.

MOTION: David Huizingh moved to approve the provisional deposits as presented.

SECOND: Virginia (Ginny) Sylvester seconded.

DECISION: The provisional deposits were approved as presented.

Agenda Item 8 – Museum's Policy, Procedures & Accession Committee Name Change - ACTION:

MOTION: John Linda moved to approve the committee name change from "Policy, Procedures and Accessions (PP&A) Committee" to "Collections Committee" and authorize the Museum Manager to change any active documents that contain the former committee name to reflect the change as presented.

SECOND: Virginia (Ginny) Sylvester seconded.

DECISION: The committee name change from "Policy, Procedures and Accessions (PP&A) Committee" to "Collections Committee" and authorize the Museum Manager to change any documents that contain the former committee name to reflect the change was approved as presented.

Agenda Item 9 – Board Members' Announcements:

- Jennifer Wagner reported to the Board:
 - Shirley McKean has resigned from the Board.
 - James (Jim) Schoenwetter has taken a month off the Board due to health issues.

Agenda Item 10 - Adjournment

- Chair Jennifer Wagner adjourned the meeting at 6:15 PM.

The next meeting date and location of the History Museum and Library Advisory Board is Wednesday, April 1, 2015 at 5:30 PM in the Tempe Public Library Board room.

Prepared by: Carlos E. Bejarano Jr.

Reviewed by: Tracy Gray, Brenda Abney, and Barbara Roberts

UNAPPROVED